

Executive Registry
62-2965

3 May 1962

MEMORANDUM FOR: Inspector General

SUBJECT : Monthly Summary of [] Letters

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X1
we have arranged to handle the monthly [] letters in the same fashion as the daily cable traffic is handled; e.g., Messrs. Elder and Knoche will review these letters as they are received and will raise any items in them at the regular 9:00 morning briefings of the DCI, DDCI and the undersigned. Following this the Director's copies of the [] letters will be destroyed. In view of this the monthly summary which has been prepared by the IG Staff can be discontinued.

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(signed) Lyman B. Kirkpatrick

Lyman B. Kirkpatrick
Executive Director

cc: DD/P

LBK/jrc

Distribution:

Orig & 1 - Addressee

1 - DD/P

1 - Exec. Dir. chrono

1 - ER ✓

1 - DDCI

TG

EC